



BOARD OF SELECTMEN

Meeting Minutes

Tuesday, January 18, 2022

Groveland Town Hall

183 Main Street, Groveland, MA 01834

This meeting was in-person and also broadcast live on Groveland Public Access, Channel 9, as well as through Zoom virtual meeting software for remote access.

PRESENT: Chair Ed Watson, Selectmen Bill O'Neil, Jason Naves, Dan MacDonald and Kathleen Kastrinelis
Rebecca Oldham, Town Administrator

CALL MEETING TO ORDER: Chair Watson called the meeting to order at 6:30 pm. Chair Watson noted Selectman MacDonald would be a little late.

PUBLIC COMMENT: None.

APPROVE WARRANTS:

PW # 22-29 \$175,360.26

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve Warrant PW # 22-29 in the amount of \$175,360.26. Voted: 4-0-0. One absent.

BW # 22-29 \$718,160.06

A motion was moved by Jason Naves and seconded by Selectman Kastrinelis to approve Warrant BW # 22-29 in the amount of \$718,160.06. Voted: 4-0-0. One absent.

22-29 BILLS WARRANT BREAKDOWN:

Town:	\$ 132,828.89
W/S:	\$ 65,797.95
Payroll Withholding:	\$ 52,892.34
Health Insurance:	\$
Light Bills:	\$ 190,185.65
Grants & Revolving:	\$ 49,600.23
Chapter 90:	\$
Pentucket Assessment:	\$
Whittier Assessment:	\$ 226,855.00
Capital:	\$

APPROVE MINUTES:

- January 3, 2022, Meeting Minutes
A motion was moved by Selectman Kastrinelis and seconded by Chair Watson to approve the January 3, 2022, Meeting Minutes. Voted: 2-2-0. Selectmen O'Neil and Naves Abstained. One absent.
- December 20, 2021, Meeting Minutes:
A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to approve the December 20, 2021, Meeting Minutes. Voted: 4-0-0. One absent.

- October 26, 2021, Executive Session Meeting Minutes
A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approve the October 26, 2021, Special Executive Session Minutes. Voted: 4-0-0. One absent.
- October 20, 2021, Executive Session Meeting Minutes
A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approve the October 20, 2021, Executive Session Meeting Minutes. Voted:

APPOINTMENTS

- Appointment of Danielle Albright, 1082 Main Street Woburn, to the position of Assistant Treasurer/Collector effective January 24, 2022. This is a full-time position of 30 hours per week at a rate of \$28/hour and subject to a successful CORI. Chair Watson noted that a copy of the resume is attached. The Finance Department is now fully staffed according to TA Oldham.
A motion was moved by Selectman Naves and seconded by Selectman Kastrielis to appoint Danielle Albright, 1082 Main Street Woburn, to the position of Assistant Treasurer/Collector effective January 24, 2022. This is a full-time position of 30 hours per week at a rate of \$28/hour and subject to a successful CORI. Voted: 4-0-0. One absent.
- Appointment of Annie Schindler, 12 S Russell Street, Boston to the position of Town Planner effective December 30, 2021. This is a full-time position to be shared with the duties of the Environmental Program Coordinator of 37.5 hours per week at a salary of \$65,221/year. TA Oldham explained the position. 4-0-1.
Dan MacDonald arrived.
A motion was moved by Selectman Naves and seconded by Selectman Kastrielis to appoint Annie Schindler, 12 S Russell Street, Boston to the position of Town Planner effective December 30, 2021. This is a full-time position to be shared with the duties of the Environmental Program Coordinator of 37.5 hours per week at a salary of \$65,221/year. Voted: 4-0-1. MacDonald voted against.
- Appointment of Annie Schindler, 12 S Russell Street, Boston to the Merrimack Valley Planning Commission as the Groveland Member effective January 18, 2022.
A motion was moved by Selectman Naves and seconded by Selectman Kastrielis to appoint Annie Schindler, 12 S Russell Street, Boston to the Merrimack Valley Planning Commission as the Groveland Member effective January 18, 2022. Voted: 5-0-0.
- Appointment of Rebecca Oldham, 48 Pamela Lane, Amesbury to the Merrimack Valley Planning Commission as the Alternate Member effective January 18, 2022.
TA Oldham explained that she would attend a meeting if Annie could not.
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to appoint Rebecca Oldham, 48 Pamela Lane, Amesbury to the Merrimack Valley Planning Commission as the Alternate Member effective January 18, 2022. Voted: 5-0-0.

VOTES OF THE BOARD:

TA Oldham explained that she has finalized this agreement. The Board had the paperwork in their packet.

- 1) Vote to ratify the collective bargaining agreement for the Highway Department
A motion was moved by Selectman Naves and seconded by Selectman Kastrielis to accept the collective bargaining agreement with the Highway Department. Voted: 5-0-0.
- 2) Vote to ratify the collective bargaining agreement for the Water & Sewer Department
A motion was moved by Selectman Naves and seconded by Selectman Kastrielis to accept the collective bargaining agreement with the Water & Sewer Department.
Voted: 5-0-0.

DISCUSSION & POSSIBLE VOTE:

1) Trash Services Update with Waste Management:

Tim Kenney and Roy Boyer Waste Management joined the meeting remotely. Selectman O'Neil asked about how the new route is working and Tim responded that the new route is much better than the previous one. Selectman O'Neil asked residents how the service has been, and some parts of town were happy, and some parts of town still noted issues and Selectman O'Neil asked if there was a backup plan when things go wrong such as a truck breaking down and Tim responded yes, but it depends on the time of the day an issue happens, if it is too late in the day, it makes sense to come back the next day. Selectman O'Neil noted customer service needs some work due to lack of communication. Tim explained that Waste Management recognizes that communication needs work and noted they are working on communication. Roy explained a new process at the call center and also noted there are new drivers and sometimes they miss a street because they are learning the route, this is not intentional. Trash should be out no later than 7:00 am. Selectman Kastrinelis asked how the driver proves that they completed the route; Tim explained that there is a GPS system that can show that the driver was on the street or not; Selectman Kastrinelis asked for a report in real time, residents are frustrated when there are no quick answers and Tim responded an end of day report could be shared and they will notify the town if there will be a delay. Chair Watson asked if the communication could go to the trash coordinator as well as the Town Administrator. Lori Benson, the trash coordinator was present and noted that residents are complaining that the machine used to pick up the trash is crushing the barrel. Tim explained that Waste Management will replace barrels that they break and will instruct the drivers not to pick up certain barrels using the arm. TA Oldham noted that communication has been a lot better from Waste Management and she is working on increasing communication to the residents on the town side as well through social media and the website for example.

2) Summer Camp 2022 Policy: Matthew Castonguay to present policy regarding vaccination requirements:

Matthew Castonguay joined the meeting virtually. The program is currently accepting 2022 applications. The policy before the SB tonight is requesting the SB to approve the Summer Camp 2022 Policy which is requiring staff be boosted prior to the start of the program and show proof, children 12 and over must be boosted prior to the start of the program and show proof, children under 12 must have two vaccine shots prior to the start of the program and show proof. Selectman MacDonald felt parents' rights should be respected and was opposed to requiring mandatory vaccines when the school is not mandating vaccines. Matt explained that the schools have a full-time nurse, and the Summer Camp does not. Selectman MacDonald asked about testing prior to the program and Matt responded it would be very challenging without a full time nurse. Katherine Labelle, resident was present and asked if everything went so well last year, why the vaccine would be mandated this year; Matt responded that numbers are much higher this year and he cannot predict what the numbers will be this summer and he needs to have a plan now; his priority is the health and safety of staff and participants. Matt stated that he was willing to come back to the Board at a future date to revisit the policy in the spring and see where cases are at and modify the policy if necessary. Selectman Naves was concerned that there was no provision for physician input and was opposed to the mandate. Selectman O'Neil understands both sides of the issue but understands that Matt is erring on the side of caution and at this time he agrees with Matt with the caveat that he would like to revisit this again in 60-90 days. Chair Watson agreed with Selectman Naves and does not think there is enough long-term data available on the vaccines and booster shots. Chair Watson would like to have an opinion from the BOH like they did last year. Matt went on record stating that without COVID guidelines in place, he

would not be comfortable being the director of the program. Selectman O'Neil would also like to reach out to Town Counsel to see if the town would be liable if there was an outbreak at the summer camp and Selectman MacDonald would also like to know if the mandate is constitutional.

3) Government Study Committee: Future charge of the Committee:

Chair Watson noted there is a letter from Joe D'Amour, Chair of the Government Study Committee who is asking about the charge of the committee or the release of the committee. Selectman O'Neil would like to let the Government Study Committee complete the process. TA Oldham reported that the draft repeal of the Finance Director bylaw is currently being reviewed by Town Counsel and the Study Committee is looking at the bylaw itself in regards to the TA which clarifies specific duties and responsibilities. Selectman MacDonald would like to have a discussion with the Study Committee to find out what they are looking for. Selectman Kastrinelis asked for follow up on the draft repeal bylaw and reminded everyone that the Board had elected to wait and see how the TA position evolves before making a bylaw. Selectman Naves expressed his desire to review the bylaw the committee has been working on. Mike Dempsey, Government Study Committee was present and explained that the committee is at about 95% completion with the bylaw and understood the idea was that this would be handed off to the BOS.

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to allow the Government Study Committee to continue their work with the Town Bylaw portion of the TA with the understanding that it won't go to the Town Meeting until the BOS is ready to do so and Town Council will only get involved when the BOS says so and anything that is posted is listed draft and for public comment. Voted: 5-0-0.

4) Approval of the application of surplus bond proceeds to debt service.

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to approve the application of surplus bond proceeds to debt service. Voted: 5-0-0.

5) Administrative Coordinator Position

Chair Watson stated that the BOS needs to post the position of Administrative Assistant to the BOS; the TA is doing clerical work and that is not her job. There was \$24,000 allocated in the budget, TA Oldham will find out how much money is left. Selectman Kastrinelis suggested oversight be by the TA. Selectman O'Neil noted there was only \$13,000 remaining in the budget through September. Selectman Naves felt the most important thing is to look forward and see what the TA feels is needed.

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to table this until such time that TA Oldham can come back with a job description. Voted: 3-0-2.

TOWN ADMINSTRATOR'S TIME:

TA Oldham stated that she is working on an ARPA plan to share with the Board. There was a kick-off meeting to discuss the Comprehensive Master Plan. The Fire Department has received two grants. The Town has submitted an expression of interest through the Community One-Stop Grant Program for a feasibility study for 150 Center Street - Strawberry Fields. Just about all vacant positions in Town Hall have been filled. Working with Harpers the Town Payroll Company to get employee time accruals on paychecks, except for police who have their system. TA Oldham has been working with Chris Liquori to set up a mission statement for the cable department to formalize a structured department. Selectman MacDonald spoke in favor of using ARPA funds to reward first responders and would like to see some numbers. TA Oldham explained that she has something prepared to share with the Board to offer

premium pay in the amount of \$2,000 for all employees. Selectman MacDonald would like to see a list of part time versus full time employees.

SELECTMEN’S TIME & REPORTS:

Selectman O’Neil: encouraged everyone to fill out the Annual Town Census.

Selectman MacDonald: asked for more community events to be aired on the public access channel.

Selectman Kastrinelis: thanked the TA for working on the contracts and for the great work that is taking place.

OLD OR UNFINISHED BUSINESS:

1) Board of Selectmen Policies and Procedures

- o Current Board Policies for the Board of Selectmen

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to table this. Voted: 3-1-1.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING:

Chair Watson noted the Board received a request from Colin Stokes, Superintendent of the Water and Sewer Department requesting Mike Wood be appointed to the Water and Sewer Commission until the next election.

A motion was moved by Selectman Naves and seconded by Selectman O’Neil to appoint Mike Wood, 8 School Street to the Water and Sewer Commission until the next election.

Voted: 4-0-1.

CORRESPONDENCE: None.

ADJOURNMENT:

A motion was moved by Selectman Kastrinelis and seconded by Selectman O’Neil to adjourn the meeting at 9:06 pm. Voted: 5-0-0.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, January 31, 2022 at 6:30PM.

Respectfully submitted,

Katherine T. Ingram